

ORDER FOR SUPPLIES OR SERVICES

PAGE OF PAGES

1

14

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

1. DATE OF ORDER 09/19/2016		2. CONTRACT NO. (if any) EP-W-14-020		6. SHIP TO.				
3. ORDER NO 0079		4. REQUISITION/REFERENCE NO PR-OCSP-16-00285		a. NAME OF CONSIGNEE Susan Sharkey				
5. ISSUING OFFICE (Address correspondence to) HPOD US Environmental Protection Agency Headquarters Procurement Operations Ariel Rios Building 1200 Pennsylvania Avenue, NW Washington DC 20460				b. STREET ADDRESS US Environmental Protection Agency William Jefferson Clinton Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3803R				
				c. CITY Washington	d. STATE DC	e. ZIP CODE 20460		
7. TO FLORIDA HENDRICKS				f. SHIP VIA				
a. NAME OF CONTRACTOR SRA INTERNATIONAL, INC.				8. TYPE OF ORDER				
b. COMPANY NAME				<input type="checkbox"/> a. PURCHASE REFERENCE YOUR <input checked="" type="checkbox"/> b. DELIVERY Except for billing instructions on the reverse, this delivery order is subject to instructions contained on this side only of this form and is issued subject to the terms and conditions of the above-numbered contract.				
c. STREET ADDRESS 4300 FAIR LAKES COURT				Please furnish the following on the terms and conditions specified on both sides of this order and on the attached sheet, if any, including delivery as indicated				
d. CITY FAIRFAX		e. STATE VA	f. ZIP CODE 220334232					
9. ACCOUNTING AND APPROPRIATION DATA See Schedule				10. REQUISITIONING OFFICE HPOD				
11. BUSINESS CLASSIFICATION (Check appropriate box(es)) <input type="checkbox"/> a. SMALL <input checked="" type="checkbox"/> b. OTHER THAN SMALL <input type="checkbox"/> c. DISADVANTAGED <input type="checkbox"/> d. WOMEN-OWNED <input type="checkbox"/> e. HUBZone <input type="checkbox"/> f. SERVICE-DISABLED VETERAN-OWNED <input type="checkbox"/> g. WOMEN-OWNED SMALL BUSINESS (WOSB) ELIGIBLE UNDER THE WOSB PROGRAM <input type="checkbox"/> h. EDWOSB							12. FOB POINT Destination	
13. PLACE OF		14. GOVERNMENT B/L NO		15. DELIVER TO F.O.B. POINT ON OR BEFORE (Date)		16. DISCOUNT TERMS		
a. INSPECTION		b. ACCEPTANCE						
17. SCHEDULE (See reverse for Rejections)								
ITEM NO (a)	SUPPLIES OR SERVICES (b)			QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	DUNS Number: 097779698 The purpose of this Task Order is to procure the services of SRA to complete the services as outlined in the CDR Byproducts Recycling Reg Neg Statement of Work. A cost estimate and work plan is due to this Continued ...							
18. SHIPPING POINT		19. GROSS SHIPPING WEIGHT		20. INVOICE NO				17(h) TOTAL (Cont pages)
21. MAIL INVOICE TO								
a. NAME RTP Finance Center							\$3,000.00	
b. STREET ADDRESS (or P.O. Box) US Environmental Protection Agency RTP-Finance Center Mail Drop D143-02 109 TW Alexander Drive							\$3,000.00	17(i) GRAND TOTAL
c. CITY Durham				d. STATE NC	e. ZIP CODE 27711			
22. UNITED STATES OF AMERICA BY (Signature)				23. NAME (Typed) Patrice L. Cunningham TITLE: CONTRACTING/ORDERING OFFICER				

AUTHORIZED FOR LOCAL REPRODUCTION
PREVIOUS EDITION NOT USABLE

OPTIONAL FORM 347 (Rev. 2-2012)
Prescribed by GSAR 48 CFR 53.213(f)

ORDER FOR SUPPLIES OR SERVICES
SCHEDULE - CONTINUATION

PAGE NO

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IMPORTANT: Mark all packages and papers with contract and/or order numbers

DATE OF ORDER
09/19/2016

CONTRACT NO
EP-W-14-020

ORDER NO.
0079

ITEM NO (a)	SUPPLIES/SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	<p>office within ten business days from the date of this Order.</p> <p>TOCOR: Susan Sharkey Max Expire Date: 10/31/2017</p> <p>Admin Office:</p> <p> HPOD</p> <p> US Environmental Protection Agency</p> <p> Headquarters Procurement Operations</p> <p> Ariel Rios Building</p> <p> 1200 Pennsylvania Avenue, NW</p> <p> Washington DC 20460</p> <p>Accounting Info:</p> <p>16-17-B-69C-401CD6-2505-TPCDDA2-1669CA0053-0</p> <p>01 BFY: 16 EFY: 17 Fund: B Budget Org: 69C</p> <p>Program (PRC): 401CD6 Budget (BOC): 2505</p> <p>Cost: TPCDDA2 DCN - Line ID: 1669CA0053-001</p> <p>Period of Performance: 09/19/2016 to 10/31/2017</p>					
0001	Task Order Funding				3,000.00	

TOTAL CARRIED FORWARD TO 1ST PAGE (ITEM 17(H))

\$3,000.00

AUTHORIZED FOR LOCAL REPRODUCTION
PREVIOUS EDITION NOT USABLE

OPTIONAL FORM 348 (Rev. 4/2004)
Prescribed by GSA FAR (48 CFR) 53.213-7

Contract EP-W14-020

Task Order # _____

TITLE: CDR Byproducts Recycling Reg Neg

ABSTRACT: Provides facilitation of and support for a negotiated rulemaking associated with the manufacture of inorganic byproduct chemical substances that are recycled. The goal of the negotiations is to identify regulatory changes to reduce reporting burden under the Chemical Data Reporting (CDR) regulations, while collecting the information needed by EPA and others regarding the manufacture of chemical substances in the United States. The negotiated rulemaking is required by the Toxic Substances Control Act (TSCA), is funded by the Office of Chemical Safety and Pollution Prevention (OCSPP), and will occur in the Washington, DC area.

I. BACKGROUND

Under TSCA, the Environmental Protection Agency (EPA) regulates chemical substances in commerce in the United States. The TSCA Inventory of Chemical Substances (TSCA Inventory) lists the chemical substances in commerce (also called "existing chemical substances"). Chemical substances not on the TSCA Inventory are known as "new chemical substances" and are required to be reviewed through EPA's new chemical program (under TSCA Section 5) to be placed on the TSCA Inventory. There are over 84,000 chemical substances listed on the TSCA Inventory.

In 1986 EPA created the Inventory Update Reporting (IUR) regulation under TSCA Section 8 to collect, every four years, limited information on the manufacture (which includes import) of organic chemical substances listed on the TSCA Inventory, thereby providing more up-to-date production volume information. In 2005, EPA amended the IUR to require the reporting of information on inorganic chemical substances and to collect additional manufacturing, processing, and use information. EPA also made additional changes to the reporting requirements, and in 2011 changed the name to CDR and moved the regulations from 40 CFR 710 to 40 CFR 711 in recognition that the CDR is more than updating the TSCA Inventory, which was the focus of the original IUR. Information collected under CDR is used to support Agency programs, providing the only comprehensive collection of exposure-related data for chemicals in commerce.

Manufacturers of inorganic chemical substances first reported under the IUR in 2006, and reported under the CDR in 2012 and 2016. Reporting requirements for these manufacturers were phased in, to allow for the industry to better understand the reporting requirements and for EPA to gain a better understanding of the industry. The requirement to report byproduct chemical substances became a major point of discussion.

A byproduct chemical substance is a chemical substance produced without a separate commercial intent during the manufacture, processing, use, or disposal of another chemical substance or mixture. Although byproduct chemical substances are manufactured for a commercial purpose (and thus reportable under CDR), they are exempted from reporting unless used for a non-exempt commercial purpose.

A significant portion of inorganic byproduct chemical substances are recycled, which typically triggers the need to ensure these substances are listed on the TSCA Inventory and reported under CDR. Although there are many byproduct chemical substances listed on the TSCA Inventory, it quickly became apparent that there may be some that are not. Industry identified that they didn't intend to make the byproduct, that they did not sell or market the byproduct, and that other programs within EPA, such as those under the Resource Conservation and Recovery Act (RCRA), exempted reporting requirements for these substances when they were recycled. Industry took the issue to Congress.

On June 22, 2016, TSCA was amended by the Frank R. Lautenberg Chemical Safety for the 21st Century Act, and included the requirement to do a negotiated rulemaking to develop and publish a proposed rule providing for limiting the reporting requirements for manufacturers of any inorganic byproducts, when such byproducts, whether by the byproduct manufacturer or by any other person, are subsequently recycled, reused, or reprocessed. In addition, EPA is required to publish a final rule resulting from the negotiated rulemaking not later than 3 and one-half years after June 22, 2016. (See §2607(a)(6) of TSCA)

Given this statutory deadline, beginning the process to convene the committee by publishing a Federal Register notice in late September or early October 2016, with completion of the negotiated rulemaking by September 2017, is desired. EPA anticipates that all meetings will take place in the Washington, DC area.

General information about CDR: www.epa.gov/cdr

Specific documents relating to recycling:

- [CDR Byproduct and Recycling Scenarios](#)
- [Training Module 7: Byproducts and Chemical Data Reporting](#)
- [CDR Frequent Questions section 10 - Byproducts](#)

Attached:

- List of likely parties
- Organizational chart – EPA contacts

II. SCOPE OF WORK - TASKS

ASSUMPTIONS:

- Number of FACA meetings - 4-6 in person meetings
- Length – 1.5 days
- Location – Washington, DC, using Federal space to the extent possible (note: budget as a separate ODC for commercial rooms)
- Attendees – Anticipate up to 10 organizations

A. Preliminary Work

Commented [ss1]: Up to ?? committee members and ?? observers?

1. The Contractor shall select a senior dispute resolution professional(s) to act as convener(s) and facilitator(s) for this project in consultation with the Project Officer (PO) and Task Order Contracting Officer Representative (TOCOR). The dispute resolution professional shall have the following experience, skills, knowledge or educational background:
 - General understanding of chemicals and/or manufacturing
 - May have worked as a facilitator in a similar group with stakeholder companies
 - Successfully coached a group to an agreement or facilitated a negotiated rulemaking
 - Familiar with FACA

The contractor shall provide a list, short qualification statement, and resume of up to 5 service providers who meet these qualifications to the TOPO. EPA will review the potential service providers and will provide feedback to the contractor on the appropriateness and acceptability of the service providers prior to the final selection of the service provider.

2. The contractor shall meet with the EPA PO and TOCOR and members of the team to discuss substantive and procedural issues and define potentially involved interests and parties. At this meeting the government representatives shall provide more detailed information with regard to the goals and outcomes expected of the process, list of potential parties to be included in the process and a list of issues to be addressed through the process.
3. The contractor shall submit a work plan in accordance with the requirements of this contract. The workplan shall include:
 - Procedures for substitution of labor categories in the event of temporary or permanent personnel changes.
 - Outline quality assurance/quality control procedures for deliverables.
 - Information on Conflict of Interest checks for the proposed provider.
 - Budget information by option period in projects that will phased over a longer period of performance.
4. The prime contractor shall be responsible for oversight of deliverables on this Task Order and shall be responsible for transmission of monthly reports and invoices as required by the contract. No monthly report will be required in months with no substantive work.

B. Stakeholder Issues Assessment Activities

1. In consultation with the EPA TOCOR, the contractor shall meet with or call EPA staff involved in the project to discuss in more detail what EPA perceives are the incentives, frustrations, obstacles or barriers to achieving the goal of the project, what processes are going well, the technical or substantive issues involved in the project from EPA's perspective, other parties potentially involved in the project and the public participation efforts or consultation efforts already underway.

2. In consultation with the EPA TOCOR, the contractor shall identify and contact affected interest groups and potential parties to discuss the goals, purpose and links to the decision of the proposed consultative process, the technical or substantive issues involved in the dialogue from EPA's perspective, other parties potentially involved in the dialogue, the structure of the process, the timing and schedule for the process and the need for and qualifications and identification process for a facilitator for the process.

The contractor shall contact parties identified by the EPA TOCOR as "key parties" first. If no barriers to a consultative process are identified, the contractor shall proceed to contact all potential parties.

If initial contacts with the key participants reveal that the mandated regulatory negotiation poses challenges in getting started or potentially achieving the goal, the contractor shall notify the EPA PO and TOCOR, explain the difficulties (lack of interest, unequivocal opposition of a key party, disagreement about the definition of the problem, wrong forum or process, etc.) and await further their decision on how to proceed with contacting to contact additional potential participants.

3. The contractor shall provide verbal or email reports weekly to the TOCOR on the general progress of the assessment effort.
5. The contractor shall debrief the EPA TOCOR, PO and EPA team on his/her findings and shall discuss a range of process options designed to improve the chances that the group will be able to complete the project on time.
6. After this debriefing, the contractor shall prepare a draft written report (Situation Assessment or Convening Report) summarizing the process options, the pros and cons of the options, the parties who were interviewed, the parties or organizations who should be involved, the issues that should be discussed, time frames and schedule and generalized cost estimates for each option. The report shall include, to the extent possible, all information necessary for EPA to complete the FACA chartering process including committee member identification and qualifications, and committee balance analysis. Upon receipt of comment, the contractor shall prepare and submit a final written report and distribute it as needed to parties who were interviewed.
7. If a consultative process is recommended and the EPA TOCOR decides to proceed, the contractor shall assist them in contacting potential parties to obtain commitments to participate in the consultative effort.
8. As a part of the assessment effort, the contractor may arrange for and facilitate an initial organizational meeting of the parties to discuss the form of the dialogue process and the parties to be involved, to get public commitments to go forward from each of the parties, discuss the issues involved, and/or the ground rules for the process.

C: Facilitation

This Phase will implement the design of the consultation process as accepted by the EPA TOCOR and PO based upon the Final Convening Report recommendations.

1. The contractor shall meet with the EPA TOCOR, EPA lead and stakeholder representatives to discuss the design and schedule for the collaborative process.
2. If recommended and accepted, the contractor shall conduct an orientation to the collaboration consensus-building process. The orientation shall include team building exercises, discussions and/or exercises designed to increase understanding of collaborative problem solving and win/win bargaining.
3. The contractor shall propose an initial draft of operational ground rules / operating procedures for the project. At the initial meetings, the contractor shall assist the group in further developing and refining the ground rules or operating procedures of the group and shall distribute these to the participants.
4. The contractor shall provide a draft agenda to the TOCOR for each meeting. The contractor may consult EPA and all relevant parties in preparing a draft agenda. Upon receipt and incorporation of PO and TOCOR comment, the contractor shall distribute the final agenda to the TOCOR, committee members and other participants. The contractor shall post the agenda to the project website or place it in a document repository identified by the TOCOR.

The contractor shall communicate in person, by phone or in writing with participants and between meetings to ensure that issues and concerns have been communicated accurately and that participants are adequately prepared for the next meeting. The contractor shall keep confidential that information which parties specify as confidential.

5. The contractor shall facilitate all plenary sessions, subcommittees, workgroups, conference calls or web communications meetings. As facilitator the contractor shall assist participants in articulating their interests, identifying areas of agreement, and developing consensus solutions to the problems that divide them. As facilitator, s/he shall keep the parties talking, listening, and moving--as much as possible-- towards the goal of the process. **THE FACILITATOR SHALL NOT TAKE A POSITION ON THE MERITS NOR RECOMMEND TO THE PARTIES WHAT THE SUBSTANTIVE RESOLUTION OF AN ISSUE SHOULD BE.**
6. The contractor shall provide draft meeting summaries to the EPA TOCOR, and the participants. Upon receipt and incorporation of comment, the facilitator shall distribute final meeting summaries to the EPA TOCOR, other participants per the process ground rules. The contractor shall post the agenda to the project website or place it in a document repository identified by the TOCOR.
7. The contractor may, at the direction of the TOCOR and with the consent of the committee, assist in drafting, writing, drafting, editing the committee recommendations report and in obtaining and resolving comments from committee members on the report.

8. At the direction of the TOCOR, the contractor shall provide meeting facilities, equipment, supplies and support for all meetings of the plenary group, subcommittees, and workgroups for which a federal meeting space is not available. The contractor shall provide on-line or conference call support for meetings for which federal mechanisms are not available or appropriate. These costs shall be listed separately in the cost plan.
9. At the direction of the TOCOR and with the consent of the committee, the contractor shall provide or arrange for the participation of subject matter specialists or researchers, speakers, panelists or presenters necessary to achieving the goal of the project.
10. The contractor shall furnish a draft final report of the effort to the PO (one copy) and TOCOR (one copy). The final report may be submitted in electronic format if the TOCOR agrees. This report is separate from whatever Recommendations Report that the committee submits to EPA and is for contract purposes only. The contents shall include:
 - (a) A two page executive summary of the project including the background, the issues discussed, the resolutions of the issues, the parties involved and follow-up activities to be accomplished. The contractor shall include any graphics or photographs that are useful in describing the activities of the participants or the accomplishments of the group.
 - (b) A half page public statement of the background and accomplishments of the committee derived from the information above.
 - (c) Copies of or references to web url locations for documents compiled by or agreed upon by the group (ground rules, agreements, statements, fact sheets, etc.);
 - (d) Mailing list for the committee and alternates and public observers or interested parties;
 - (f) A process reflection by the facilitator summarizing results of the effort, analysis of issues and balance of parties, procedural lessons learned, and recommendation for improvements in the process. The contractor shall include a description of what the facilitator did as facilitator to contribute to the success of the project.
 - (g) A final summary of the costs of the project broken down by labor costs and other direct costs to assist the TOCOR and DFO to complete FACA record requirements.

The PO and TOCOR will review the draft final report and provide comments and revisions as necessary. The contractor will prepare the final report incorporating their comments and revisions. The contractor shall provide 1 copy of the final report to the Project Officer, 1 copy to the Task Order Project Officer, and one copy to each party involved in the process as a member or observer.

11. As directed by the TOCOR, the contractor shall participate in a post-process debriefing with EPA officials, including the PO, TOCOR and Technical Directive and relevant EPA management, to discuss lessons learned and next steps.
12. The service provider shall participate in EPA CPRC's case evaluation process upon request of CPRC's Director by completing the mediator evaluation form and returning it as requested.

III. WORK APPROACH

A. ADR and Public Participation Best Practices:

The Contractor shall approach this task in accordance with terms of the basic contract and according to the established norms and ethical standards of ADR professionals.

Based on EPA's evaluation of a large number of ADR cases, the Agency has determined that the following practices are significantly related to positive substantive, relational, and procedural outcomes from ADR cases. The contractor shall ensure that this direction is provided to ADR professionals providing services under this task order:

- Prior to the mediation or facilitation and throughout the process, the ADR professional shall inquire about whether individual participants have the time, financial, and logistical resources necessary to participate effectively in the process and -- where resources are inadequate -- assist them in identifying appropriate resources or in making necessary adjustments to the process to accommodate resource constraints.
- The ADR professional shall assist the participants in identifying the issues that are important to resolving any controversy and solutions that will address the needs shared by the participants.
- The ADR professional shall conduct the process to promote active engagement from all participants.
- The ADR professional shall explore with the participants appropriate ways to incorporate high quality and relevant information resources necessary to resolve the issues.
- To support productive dialogue and effective implementation of any agreements reached by the participants, the ADR professional shall ensure that participants have appropriate authority to make commitments on behalf of their organizations.

B. Ethical Codes of Conduct:

The Contractor shall ensure that ADR professionals serving as neutral third parties under this contract receive information about and perform in accordance with ethical codes applicable to the practice of dispute resolution professionals. Relevant examples of ethical codes include those adopted by:

- the American Arbitration Association, American Bar Association, Association for Conflict Resolution:
[http://www.acrnet.org/uploadedFiles/Practitioner/ModelStandardsOfConductforMediatorsfinal05\(1\)\(1\).pdf](http://www.acrnet.org/uploadedFiles/Practitioner/ModelStandardsOfConductforMediatorsfinal05(1)(1).pdf)

- the International Association of Facilitators: (<http://www.iaf-world.org/aboutiaf/Codeoff:thics.aspx>)
- the International Association for Public Participation: (<http://iap2.affiniscape.com/displaycommon.cfm?an=1&subarticlenbr=8>)

C. Confidentiality

All parties to this task order acknowledge that the confidentiality provisions of the Administrative Dispute Resolution Act, 5 U.S.C. Section 574 shall govern the contractor's alternative dispute resolution activities (if any) under this task order.

D. Contractor Representation

In gathering information or performing tasks with parties outside the EPA, the contractor will identify him/herself as a contractor to EPA, not an EPA employee.

The Contractor shall provide input or make recommendations based on the information gathered, however, decisions on all substantive issues will be made by EPA. **THE CONTRACTOR SHALL NOT INTERPRET EPA POLICY ON BEHALF OF EPA NOR MAKE DECISIONS ON ITEMS OF POLICY, REGULATION OR STATUTE. THE CONTRACTOR SHALL NOT TAKE A STAND ON THE MERITS OF SUBSTANTIVE ITEMS UNDER DISCUSSION.**

E. Status Notifications:

THE CONTRACTOR SHALL NOTIFY THE EPA PROJECT OFFICER AND PROGRAM OFFICE CONTACT WHEN 75% OF THE FUNDS PROVIDED HAVE BEEN EXPENDED OR WHEN FUNDING FOR LESS THAN 6 WEEKS WORK REMAINS. The Contractor shall also notify the TOPO when 75% of the funds have been used on any single case assignment. Notifications shall be in writing and cc to the Project Officer.

F. Task Order Procedures, Constraints and Disclaimers

If out of town travel is required to accomplish the tasks under this task order, the contractor shall obtain advance approval for that trip and its costs in writing from the TOCOR, ATOCOR and/or the PO. To the extent possible, the contractor's per diem costs shall be within allowable limits set by GSA.

This task order is not funded by multiple appropriations. This task order does not provide for training of contractor personnel, provision of Government Furnished Property or Accountable Personal Property, leased items or property or IT products or services. The SOW does not include any tasks that are inherently governmental in nature or provide personal services. The SOW does not anticipate transferring or developing Confidential Business Information or Personally Identifiable Information to the contractor. This project will not involve collection of environmental data and so is not subject to needing an EPA Quality Assurance Plan. Printing shall be in accordance with limitations of the contract. This project does not involve the service provider conducting surveys, data collection or questionnaires. Development of communications

products as a result of activities on this task order will be in compliance with EPA's Policy and Implementation Guide for Communications Product Development and Approval found at [HTTP://www.epa.gov/productreview/guide/index.html](http://www.epa.gov/productreview/guide/index.html).

The Contractor is directed to conduct Conflict of Interest checks and provide this information as a part of the Work Plan for TOCOR review and CO approval.

IV. REPORTS AND DELIVERABLES

The contractor shall send EPA all reports in accordance with the terms of the basic contract and the schedule set out below. The contractor shall provide a work plan within the schedule provided in the basic contract and set out below.

Copies of all reports, meeting notices, agenda, summaries and any other written deliverables shall be sent to both the PO and the TOCOR listed below. If oral briefings are scheduled for EPA staff, the PO shall be notified in time to attend.

All reports shall be provided first in draft form. Upon receipt of comment from the EPA PO and TOCOR, the contractor shall revise the report and distribute final copies as stated in the Scope of Work.

Submission dates for Transmittals may be changed via written Technical Direction from the TOCOR. Submission dates for Deliverables may only be changed via modification issued by the Contracting Officer.

Schedule:

Item:	Due No Later Than:	Type:
Work Plan	10 days from T.O. issuance	Deliverable
Oral Issues Assessment Report	8 Weeks from T.O. issuance	Transmittal
Written Options Report or Situation Assessment Report	10 weeks from T.O. issuance	Deliverable
Draft Meeting Agenda	3 weeks before meeting	Transmittal
Final Meeting Agenda	1 week before meeting	Transmittal
Meeting Handouts	Per TOCOR direction	Transmittal
Draft Meeting Summary	2 weeks after meeting	Transmittal
Final Meeting Summary	2 weeks after receipt of comment	Transmittal
Group working documents	Per TOCOR direction	Transmittal
Other project documents	Per TOCOR direction	Transmittal

Draft final report	3 weeks before end of PoP	Transmittal
Final final report	1 week before end of PoP	Deliverable
Case/Project debrief	1 week before end of the PoP	Transmittal

V. EPA CONTACTS

EPA Task Order Contracting Officer Representative (TOCOR):

Name: Susan Sharkey

Mailing Address: 1200 Pennsylvania Ave, NW (MC 7405M); Washington, DC 20460

Phone: 202-564-8789

Fax:

Email: sharkey.susan@epa.gov

Delivery: 1300 Pennsylvania Ave, NW; WJC- E 4121Q; Washington, DC 20004

Alternate TOCOR:

Name: Jeffrey Taylor

Mailing Address: 1200 Pennsylvania Ave, NW (MC 7405M); Washington, DC 20460

Phone: 202-564-8828

Fax:

Email: taylor.jeffrey@epa.gov

Delivery: 1300 Pennsylvania Ave, NW; WJC- E 4134E; Washington, DC 20004

Supervisor of TOCOR:

Name: Joel Wolf

Mailing Address: 1200 Pennsylvania Ave, NW (MC 7405M); Washington, DC 20460

Phone: 202-564-0432

Fax:

Email: wolf.joel@epa.gov

Delivery: 1300 Pennsylvania Ave, NW; WJC- E 4121A; Washington, DC 20004

Project Technical Contact (if any for substantive information, not for contractual technical direction)

Name: Susan Sharkey

Mailing Address: 1200 Pennsylvania Ave, NW (MC 7405M); Washington, DC 20460

Phone: 202-564-8789

Fax:

Email: sharkey.susan@epa.gov

EPA Project Officer: Deborah Dalton / David Moora

Conflict Prevention and Resolution Center (MC-2388A)

Environmental Protection Agency

1200 Pennsylvania Avenue, N.W.

Washington, DC 20460

Phone: (202) 564-2913 / (202) 564-8904 Fax: (202) 501-1715

dalton.deborah@epa.gov / moora.david@epa.gov

CPRC contact for this task order (*if any, name of person in CPRC who is involved in project*)

Name:

Conflict Prevention and Resolution Center (MC-2388A)

Environmental Protection Agency

1200 Pennsylvania Avenue, N.W.

Washington, DC 20460

Phone: (202) 564- Fax: (202) 501-1715

Email:

VI. PERIOD OF PERFORMANCE

The period of performance of this task order shall be until Oct 31, 2017

VII. LIST OF ATTACHMENTS

1. List of Potential Participants
2. Office of Pollution Prevention and Toxics Organizational Chart (in a separate file)

Attachment 1: Potential Participants in CDR Byproducts Recycling Reg Neg

Industry

- IPC (printed circuit boards)
- ACC
- Institute of Scrap Recycling Industries (ISRI)
- Aluminum Association
- North American Metals Council
- National Mining Association
- USWAG or American Coal Ash Association

Note – there are a variety of other organizations that may be interested, such as the Copper & Brass Fabricators, Battery Council International, The Fertilizer Institute, American Forest & Paper Assoc, American Iron & Steel Inst, Nickel Development Institute, maybe some individual companies.

- SBA ?

Non-industry and Government

- EDF
- States – California, other?
- Federal – EPA (*NIOSH or OSHA?*)
- (*maybe Tribal?*)
- (*maybe University?*)
- (*maybe Worker's union? AFL-CIO?*)

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1. CONTRACT ID CODE		PAGE OF PAGES 1 3	
2. AMENDMENT/MODIFICATION NO. 001		3. EFFECTIVE DATE 12/15/2016		4. REQUISITION/PURCHASE REQ. NO. See Schedule	
5. PROJECT NO. (If applicable)		6. ISSUED BY HPOD		7. ADMINISTERED BY (If other than Item 6) CODE	
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) SRA INTERNATIONAL, INC. Attn: FLORIDA HENDRICKS 4300 FAIR LAKES COURT FAIRFAX VA 220334232		9A. AMENDMENT OF SOLICITATION NO. 9B. DATED (SEE ITEM 11) 10A. MODIFICATION OF CONTRACT/ORDER NO. EP-W-14-020 0079 10B. DATED (SEE ITEM 13) 09/19/2016		CODE 097779698 FACILITY CODE	

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended. ☐ is not extended.
Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)
See Schedule Net Increase: \$307,895.00

13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF.
X	D. OTHER (Specify type of modification and authority) FAR 52.232-22

E. IMPORTANT: Contractor ☐ is not. ☒ is required to sign this document and return 1 copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

DUNS Number: 097779698

The purpose of this modification is to approve the Work Plan and Cost Estimate that was submitted by the Contractor on 11-30 and accepted by the Task Order COTR on 12-9.

This modification increases the ceiling of this Order by \$307,895 which brings the total estimated cost from \$3,000 and sets the ceiling at \$310,895.

This modification also provides incremental funding in the amount of \$307,895 which brings the total obligated amount from \$3,000 to \$310,895.

TOCOR: Susan Sharkey Max Expire Date: 10/31/2017

Continued...

Except as provided herein, all terms and conditions of the document referenced in Item 9 A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print) 15B. CONTRACTOR/OFFEROR		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Patrice L. Cunningham 16B. UNITED STATES OF AMERICA	
15C. DATE SIGNED (Signature of person authorized to sign)		16C. DATE SIGNED 12/15/2016 (Signature of Contracting Officer)	

NSN 7540-01-152-8070
Previous edition unusable

STANDARD FORM 30 (REV. 10-83)
Prescribed by GSA
FAR (48 CFR) 53.243

CONTINUATION SHEET

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2 3NAME OF OFFEROR OR CONTRACTOR
SRA INTERNATIONAL, INC.

ITEM NO (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>LIST OF CHANGES:</p> <p>Reason for Modification : Funding Only Action Total Amount for this Modification: \$307,895.00 New Total Amount for this Version: \$310,895.00 New Total Amount for this Award: \$310,895.00 Obligated Amount for this Modification: \$307,895.00 New Total Obligated Amount for this Award: \$310,895.00 Incremental Funded Amount changed: from \$3,000.00 to \$310,895.00 CHANGES FOR LINE ITEM NUMBER: 1 Total Amount changed from \$3,000.00 to \$310,895.00 Obligated Amount for this modification: \$307,895.00 Incremental Funded Amount changed from \$3,000.00 to \$310,895.00</p> <p>CHANGES FOR DELIVERY LOCATION: HPOD Amount changed from \$3,000.00 to \$310,895.00</p> <p>CHANGES FOR ACCOUNTING CODE: 16-17-B-69C-401CD6-2505-TPCDDA2-1669CA0053-001 Amount changed from \$3,000.00 to \$100,000.00 Percent changed from 0 to 32.1652</p> <p>NEW ACCOUNTING CODE ADDED: Account code: 17-18-B-69C-401CD6-2505-TC8CNIZ-1769CA0014-001 Beginning Fiscal Year 17 Ending Fiscal Year 18 Fund (Appropriation) B Budget Organization 69C Program (PRC) 401CD6 Budget (BOC) 2505 Job # (Site/Project) Cost Organization TC8CNIZ DCN-LineID 1769CA0014-001 Quantity: 0 Amount: \$210,895.00 Percent: 67.8348 Subject To Funding: N Payment Address:</p> <p>Delivery Location Code: HPOD Susan Sharkey US Environmental Protection Agency Continued ...</p>				

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED	PAGE	OF
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NAME OF OFFEROR OR CONTRACTOR
SRA INTERNATIONAL, INC.

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>William Jefferson Clinton Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3803R Washington DC 20460 USA</p> <p>Payment:</p> <p>RTP Finance Center US Environmental Protection Agency RTP-Finance Center Mail Drop D143-02 109 TW Alexander Drive Durham NC 27711</p> <p>FOB: Destination Period of Performance: 09/19/2016 to 10/31/2017</p>				

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1. CONTRACT ID CODE		PAGE OF PAGES 1 2	
2. AMENDMENT/MODIFICATION NO. P00002		3. EFFECTIVE DATE 10/30/2017		4. REQUISITION/PURCHASE REQ. NO.	
5. PROJECT NO. (If applicable)		6. ISSUED BY HPOD		7. ADMINISTERED BY (If other than Item 6) CODE	
HPOD US Environmental Protection Agency Headquarters Procurement Operations Ariel Rios Building 1200 Pennsylvania Avenue, NW Washington DC 20460		8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) SRA INTERNATIONAL, INC. Attn: FLORIDA HENDRICKS 4300 FAIR LAKES COURT FAIRFAX VA 220334232		9A. AMENDMENT OF SOLICITATION NO. 9B. DATED (SEE ITEM 11) X 10A. MODIFICATION OF CONTRACT/ORDER NO. EP-W-14-020 0079 10B. DATED (SEE ITEM 13) 09/19/2016	
CODE 097779698		FACILITY CODE			

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended. ☐ is not extended. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)

See Schedule

13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF.
X	D. OTHER (Specify type of modification and authority) FAR 52.249-14

E. IMPORTANT: Contractor ☐ is not. ☒ is required to sign this document and return 1 copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

DUNS Number: 097779698

The purpose of this modification is to extend the period of performance to March 31, 2018 at no additional cost to the Government.

TOCOR: Susan Sharkey Max Expire Date: 03/31/2018

LIST OF CHANGES:

Reason for Modification : Other Administrative Action

Period Of Performance End Date changed from 31-OCT-17 to 31-MAR-18

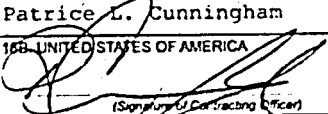
Total Amount for this Modification: \$0.00

New Total Amount for this Version: \$0.00

New Total Amount for this Award: \$310,895.00

Continued ...

Except as provided herein, all terms and conditions of the document referenced in Item 9 A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Patrice L. Cunningham	
15B. CONTRACTOR/OFFEROR (Signature of person authorized to sign)	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA 	16C. DATE SIGNED 10/30/2017

NSN 7540-01-152-8070
Previous edition unusable

STANDARD FORM 30 (REV. 10-83)
Prescribed by GSA
FAR (48 CFR) 53.243

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NAME OF OFFEROR OR CONTRACTOR
SRA INTERNATIONAL, INC.

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>Maximum Potential Expiration Date changed to : 03/31/2018</p> <p>Payment:</p> <p>RTP Finance Center US Environmental Protection Agency RTP-Finance Center Mail Drop D143-02 109 TW Alexander Drive Durham NC 27711</p> <p>Period of Performance: 09/19/2016 to 03/31/2018</p>				

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1. CONTRACT ID CODE		PAGE OF PAGES 1 2	
2. AMENDMENT/MODIFICATION NO. 003		3. EFFECTIVE DATE 03/30/2018		4. REQUISITION/PURCHASE REQ. NO.	
5. PROJECT NO. (If applicable)		6. ISSUED BY HPOD		7. ADMINISTERED BY (If other than Item 6) CODE	
HPOD US Environmental Protection Agency Headquarters Procurement Operations Ariel Rios Building 1200 Pennsylvania Avenue, NW Washington DC 20460		8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) SRA INTERNATIONAL, INC. Attn: FLORIDA HENDRICKS 4300 FAIR LAKES COURT FAIRFAX VA 220334232		9A. AMENDMENT OF SOLICITATION NO. 9B. DATED (SEE ITEM 11) 9C. DATED (SEE ITEM 13) 09/19/2016	
CODE 097779698		FACILITY CODE		10A. MODIFICATION OF CONTRACT/ORDER NO. EP-W-14-020 0079	

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended. ☐ is not extended.
Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)
See Schedule Net Decrease: -\$54,657.47

13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b)
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
X	D. OTHER (Specify type of modification and authority) FAR 52.232-22

E. IMPORTANT: Contractor ☒ is not. ☐ is required to sign this document and return _____ copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

DUNS Number: 097779698

The purpose of this modification is to de-obligate unused funds in the amount of \$54,657.47 which brings the total obligated amount from \$310,895.00 to \$256,237.53.

TOCOR: Susan Sharkey Max Expire Date: 03/31/2018

LIST OF CHANGES:

Reason for Modification : Funding Only Action

Total Amount for this Modification: \$0.00

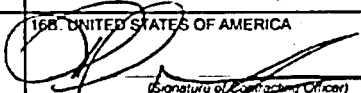
New Total Amount for this Version: \$310,895.00

New Total Amount for this Award: \$310,895.00

Obligated Amount for this Modification: -\$54,657.47

Continued ...

Except as provided herein, all terms and conditions of the document referenced in Item 9 A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Patrice L. Cunningham	
15B. CONTRACTOR/OFFEROR (Signature of person authorized to sign)	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA 	16C. DATE SIGNED 03/30/2018

CONTINUATION SHEET

REFERENCE NO. OF DOCUMENT BEING CONTINUED
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2 2NAME OF OFFEROR OR CONTRACTOR
SRA INTERNATIONAL, INC.

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>New Total Obligated Amount for this Award: \$256,237.53 Incremental Funded Amount changed: from \$310,895.00 to \$256,237.53 Type of Bridge Vehicle* (See Help Text for more info) changed to : N CHANGES FOR LINE ITEM NUMBER: 1 Obligated Amount for this modification: -\$54,657.47 Incremental Funded Amount changed from \$310,895.00 to \$256,237.53</p> <p>CHANGES FOR ACCOUNTING CODE: 17-18-B-69C-401CD6-2505-TC8CNIZ-1769CA0014-001 Amount changed from \$210,895.00 to \$156,237.53 Percent changed from 67.8348 to 0</p> <p>Delivery Location Code: HPOD Susan Sharkey US Environmental Protection Agency William Jefferson Clinton Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3803R Washington DC 20460 USA</p> <p>Payment: RTP Finance Center US Environmental Protection Agency RTP-Finance Center Mail Drop D143-02 109 TW Alexander Drive Durham NC 27711</p> <p>FOB: Destination Period of Performance: 09/19/2016 to 03/31/2018</p>				